



Staff Report

TO: City Council
FROM: Doug Story, Community Services Director
DATE: July 19, 2022
SUBJECT: **Approve the Purchase of Hon Accelerate Workstations in the Amount Not to Exceed \$169,683.29 from Bluespace Interiors and Authorize the City Manager to Sign Change Orders in the Amount of \$8,485 for a Total Amount Not to Exceed \$178,168.29**

Background and Analysis:

On September 7, 2021, City Council approved the purchase of HON Accelerate Workstations for the west end of the administrative offices in City Hall. At that time staff requested quotes from two vendors who had previously been used to provide existing furniture. BlueSpace Interiors was selected because of its similarity in style and color of the furniture installed in surrounding areas of City Hall.

Due to planned renovations of the east end of the administrative office in City Hall and the growth of Police Department staff, a space plan was developed to accommodate additional personnel in currently vacant or lowly populated buildings. In June staff reached out to BlueSpace to provide quotes for these additional buildings in an effort to standardize cubicle furniture for future growth, moves and or remodels.

The buildings that are being utilized to accommodate additional personnel include; Building B (Public Works), Building C (Police Department) and Building D (Transit). This space plan adds an additional 23 workstations with chairs, two conference tables and one break room table with seating to those three buildings. The furniture is modular and mobile and can be relocated as the City continues to grow and expand.

Fiscal Impact:

The costs for purchasing Building B workstations is \$35,729.98 and will be funded from project account CF104. The costs for purchasing Building C workstations is \$41,926.74 and will be funded from project account PS06. The costs for purchasing Building D workstations is \$92,026.57 and will be funded from the Building ISF 750-7000-8071.

The estimated cost to prepare this report is \$175.

Recommended Action:

Approve the purchase of Hon Accelerate workstations in the amount not to exceed \$169,683.29 from Bluespace Interiors and authorize the City Manager to sign change orders in the amount of \$8,485 for a total amount not to exceed \$178,168.29.

Attachments:

- A. Building B Quote
- B. Building C Quote
- C. Building D Quote